Approved For Release 2008/10/24 : CIA-RDP85B00457R000500020031-2

4 November 1983

MEMORANDUM FOR: Robert Magee
Director of Personnel

FROM : [redacted] 25X1
Executive Director

SUBJECT : Comptroller's SIS Grade

1. Approval is requested to raise the SIS grade of the Comptroller, position AA036, from SIS-04 to SIS-05. This increase is based on the increased responsibilities of the position within and outside the Agency derived in the main from the qualifications and attributes of the incumbent.

2. The Comptroller is charged with the formulation, presentation, defense and management of the Agency's budget. This requires interaction with senior Agency management, the Office of Management and Budget and the Congress. The evolution in the responsibility of the Comptroller function in the past two years has been significant. The increase in resources to meet expanded Agency requirements has required a higher level effort to formulate and articulate the need for resources to OMB and the Congress. This has required a sophisticated knowledge of the budgetary process and skill in dealing with our Committees. The present incumbent has brought an unique background, knowledge and skill to this function, which has been the factor most responsible for the success of our budgetary program.

3. In view of the significant increase in the level of responsibilities of the Comptroller position, I recommend strongly that the grade of the position be raised to an SIS-05 level.

[redacted] 25X1

CL BY [redacted] 25X1
DECL OADR

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Administrative Officer, DCI
7C17 Hqs

EXTENSION

NO.

DATE: 4 November 1983

TO: (Officer designation, room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. EA/Ex Dir 7D55 Hqs	4 NOV 83			
2. Ex Dir 7D55 Hqs	4 NOV 83			
3.				
4.				
5.				
6.				
7. D/Personnel 5E58 Hqs.				
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15.				

FORM 610 USE PREVIOUS EDITIONS
1-79

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